



CITY OF FAIRFIELD

QLE – Birth/Adoption/Foster Placement

Step/DP Child Birth certificate naming spouse/DP as parent, and marriage certificate/DP Registration

In addition to adding a dependent to your benefits (e.g., medical, dental, or vision), you may also elect to change your current plan or provider for that benefit.

Plan changes are **only allowed when adding** an eligible dependent to that plan.

If you are requesting to change plans, in addition to adding a dependent, please complete the Benefit Plan Change section below for the relevant plans. If you want your dependents added to your current plans, you do not need to fill out the Benefit Plan Change:

Benefit Plan Change:

Medical

Current Plan Name:

New Plan Name:

Dental

Current Plan Name:

New Plan Name:

Vision

Current Plan Name:

New Plan Name:

Please email benefits@fairfield.ca.gov the completed form or with any questions/concerns you may have.